July 27, 2004

Dear Local Government Administrator:

As Chief Information Officer of the Commonwealth, I am privileged to serve as chair of the State Wireless E-911 Services Board. In that capacity, I am seeking your assistance in an effort that is critical to the effective provision of E-911 and other emergency response services.

At the direction of the E-911 Board, VITA's Virginia Geographic Information Network (VGIN) is developing a statewide digital road centerline and address (RCL) data file. The roadway network and associated addresses will be extensive, covering <u>all</u> roads, trails, and driveways over 200 feet throughout the state. Having such seamless, statewide information will enhance current E-911 operations and many other governmental operations using geographic information systems (GIS).

The RCL file will be built on the Virginia Base Mapping Program (VBMP) digital orthophotography already provided to your locality, further enhancing the utility and value of both of these GIS products. Furthermore, like the VBMP orthophotos, the RCL file is funded by the E-911 Board and will be provided to every locality at <u>no charge</u>.

<u>The key to the success of this project is ensuring the integrity of local addressing data in the final database.</u> To accomplish that level of accuracy, we will need the assistance of your addressing and/or GIS personnel to resolve conflicts between the new RCL digital road files and your local files. (See Step 3, Local Quality Control, in the attached summary, for a description and estimated level of effort).

I have also attached information on the individual identified as the primary contact in your organization. I ask that you work with us to make that individual available to assist us with this critical project. Your cooperation and assistance is greatly appreciated.

If you have any questions, please contact Bob Rike, Assistant VGIN Coordinator for Local Coordination, at (804) 371-0210 or bob.rike@vgin.virginia.gov.

Sincerely,

Lemuel C. Stewart, Jr.

Enclosures (2)

expect the best

Overview

The Virginia Base Mapping Program (VBMP) is a state initiative sponsored by the Chief Information Officer of the Commonwealth and managed by the Virginia Geographic Information Network Division (VGIN) of the Virginia Information Technologies Agency (VITA). With the endorsement of the VGIN Advisory Board and funding from the Virginia Wireless E-911 Services Board, the VBMP acquired high quality aerial photography across every county and city in the Commonwealth in the spring of 2002. The map-accurate aerial photography (technically, digital orthophotography) has been provided, at no cost, to every county and city in the Commonwealth over the last year.

At the direction of the E-911 Board, VGIN is now developing a seamless statewide digital road centerline and address (RCL) database as an overlay to the VBMP base maps. The included roadway network and associated addresses will incorporate all roads, trails, and driveways over 200 feet throughout the Commonwealth

The RCL project includes the following major steps:

1. **Digitizing roads and trails from the VBMP digital orthophotography**—This step has been completed for the entire state.

2. **Transferring local addresses and road names to the new digital road files**—Over the last year, VGIN has collected copies of digital road and address files from local governments and is beginning the process of transferring (conflating) the local data onto the statewide digital road centerline database.

3. **Local Quality Control**—checking the new files for accuracy, completeness, and consistency—The primary focus of this project is to ensure the integrity of local addressing data in the final database. To accomplish this, local government addressing and/or GIS personnel will be asked to assist in resolving any conflicts between the new VBMP digital road files and any local files, as follows:

   a. Over the next three months VGIN will contact every jurisdiction to make arrangements for local government quality control of the data.

   b. VGIN will then provide data specific to each county or city for review. The number of issues and the amount of time required to resolve the issues will vary. It is anticipated in most cases this effort will take from one to four person-days to complete.

   c. VGIN will support the local quality control effort by holding regional instructional workshops, providing a detailed procedures manual to each jurisdiction, and offering on line "help" and "trouble shooting".

4. **Transferring VDOT route numbers and mile markers to the new digital road files**—Once any local data issues are resolved, VGIN will collect the updates and corrections, and then work with VDOT to transfer relevant state level information to the new files.

5. **Final quality control check**—Prior to release of the RCL database, VGIN will perform an overall check of the completed files.

6. **Distribution of local and regional files to all partners**—VGIN will deliver a final standard road database back to each locality, along with a regional dataset containing seamless road data for surrounding localities. As with the original VBMP data, the road centerline and address data will be provided at no cost to the localities.

Questions regarding the RCL project or the overall VBMP initiative may be addressed to Bob Rike, Assistant VGIN Coordinator for Local Coordination, at (804) 371-0210 or bob.rike@vgin.virginia.gov. Additional information about the VBMP may be found at http://www.vgin.virginia.gov/VBMP/VBMP.html. Additional information about the organizations involved in this effort may be found at the following Web sites:

- VITA: http://www.vita.virginia.gov/

- VGIN: http://www.vgin.virginia.gov/index.htm

- Wireless E-911 Services Board: http://www.911.virginia.gov/

Road Centerline Local Government Contact

Below is the contact information for the individual identified as the primary contact in your organization.

Jurisdiction:	County of
Name:	
Phone Number:	
Email Address:	

If this is not the appropriate contact for digital road centerline data in your community, please provide contact information for the appropriate person by emailing Michelle Davis at michelle.davis@vgin.virginia.gov.
Thank you for your assistance.